

DEPARTMENT OF HOMELAND SECURITY U.S. COAST GUARD CG-5481 (Rev. 3-03)	<b>RESERVE OFFICER PERSONAL RESUME</b>	DATE
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FROM: NAME (First, MI, Last)	GRADE	EMPLID
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To: Commander, Coast Guard Personnel Command (CGPC-rpm)  
Via: Commanding Officer: \_\_\_\_\_

Subj: PERSONAL RESUME FOR \_\_\_\_\_  
(Reason for Submission)

1. Commission and Mobilization Information

Commission Source	Date	Current DOR	Ann. Date	Pay Base Date

Current Billet Description/Assignment	Date Assigned

2. Military Experience (list most recent experience first)

a. Active Duty in excess of 15 days (include schools and EAD/ADSW/TITLE 10; complete all five lines, if possible)

Unit	From	To	Assignment

b. Inactive Duty Assignments (drills - pay or non-pay; complete all five lines, if possible)

Unit	From	To	Assignment

c. ADT/ADSW 15 days or less (pay/non-pay; include ADT school; current first, then complete remaining lines, if possible)

Year	Assignment/Location	From	To	No. of Days	ADT OJT/School/Other	ADSW-AC/ ADSW-RC

3. Military Awards (*personal awards only, e.g. CG Commendation, CG Achievement, LOC; begin with most recently received*)

Name of Award/Year Received	Name of Award/Year Received

4. Civilian Education (*list most recent experience first*)

Institution	Yr. Completed	Major	Degree

5. Civilian Experience (*use "Job Title" & "Describe Duties/Skills" columns to describe the nature & significance of your position*)

No. Years	Employer	Job Title	Describe Duties/Skills (use more than one line, if necessary)

## 6. Civic/Professional/Military Organizations Affiliations

Organization	Position held (if appropriate) & Duties

I CERTIFY that the personal information supplied on this form is true to the best of my knowledge.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

PRIVACY ACT STATEMENT

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